

**Capital Improvement Program (CIP) Subcommittee**  
**May 30, 2018**  
**Minutes**

**Committee members present:** Chairman Robb Jensen, Billy Fried, Jack Sorensen, Darcy Smith, Mike Romportl.

**Call to order and Chairperson's announcements:** Chairman Robb Jensen called the meeting to order at 10:00 a.m. in the First Floor Conference Room, first floor of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible. There were no announcements.

**Approve agenda:** Motion by Sorensen/Fried to approve today's agenda. All ayes; motion carried.

**Approve minutes:** Motion Sorensen/Jensen to approve the minutes of 9/20/2017 as presented. All ayes, motion carried.

**Capital Improvement Program (CIP) projects update/Closeout of completed projects.**

Smith handed out an update on open CIP Projects, which projects need to be left open and money that will be returned. Discussion regarding projects that went over budget and where that funding is coming from.

Motion by Sorensen/Jensen for the 2018 CIP project titled replace PCs and Laptops 2011 and older to include printers. All ayes, motion carried.

Motion by Jensen/Fried to close out the projects as presented and leave open the instant recovery server – backup solution and transfer \$17,995 to the general fund. All aye; motion carried.

Discussion regarding open projects and the anticipated close date.

**2019 CIP project guidelines.**

Smith handed out a calendar giving the guidelines for submitted CIP Projects and requested feedback from the committee on the deadlines. Discussion regarding the calendar and the ranking of projects and the forms that will be given to department heads to complete.

**Items to be included on next agenda:**

- Update on roads, update on law enforcement center roof, update on elevator and single point entry.

**Dates and items for future agenda/meetings.** August 17<sup>th</sup>, 8:30 a.m., August 20<sup>th</sup>, 8:30 a.m. and August 24<sup>th</sup>, 8:30 a.m.

**Adjourn:** Motion by Fried/Jensen to adjourn at 10:57 a.m. All ayes, motion carried.

Respectfully submitted,

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Tracy Hartman, County Clerk